



# Patron's Handbook

**1001 NW Deer St.  
Prineville OR, 97754  
(541)447-6449**

*It is OID's mission to effectively and efficiently serve the current and future irrigation needs of our patrons by economically operating and maintaining the districts resources with honesty and integrity.*



**OCHOCO IRRIGATION DISTRICT**  
A MUNICIPAL CORPORATION OF THE STATE OF OREGON

**1001 NW Deer Street  
Prineville OR 97754  
Phone (541) 447-6449  
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Welcome,

For more than a century, Ochoco Irrigation District has been committed to meeting the irrigation needs of its patrons. The intent and purpose of this handbook is to provide OID patrons with a quick reference tool for answers to common questions and basic information about water rights and individual responsibilities as a member of the district.

Please don't hesitate to call our staff if you have any questions. We are here to serve you and your irrigation needs.

Sincerely,

Bruce Scanlon  
District Manager

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## OVERVIEW

Ochoco Irrigation District (the District) is a quasi-municipal corporation, a political subdivision of the State of Oregon, duly organized and operated under Oregon Law governing irrigation districts. The District was organized by the local farmers in 1916.

The District is responsible for supplying irrigation water to 20,062 acres of irrigated land in the Prineville area with 856 water users.

The purpose of this handbook is to acquaint water users with the operations and policies upon which the District depends for fairness and consistency in its operation. The District's administration considers it important that the landowners be aware of its operational guidelines.

Every effort has been made to make this handbook as complete as possible. However, this handbook is not intended to be the exclusive source of information pertaining to the District's rules and regulations. Please check with the District's administration for any amendments adopted after the date of publication.

## HISTORY

Farmers and livestock operators, beginning in the 1860's settled the Prineville Valley. They settled on the bottomlands of Ochoco Creek, McKay Creek, and Crooked River, and built small, individual gravity irrigation systems. Their water supply was whatever water happened to be flowing in the streams at the time. It soon became clear that the summertime flow of the streams was insufficient to sustain profitable agriculture. In 1915 an influential report was published (The Ochoco Project, State of Oregon and US Reclamation Service (BOR), that concluded that a storage reservoir should be built on Ochoco Creek, and the irrigation ditches of the valley should be organized into a single, integrated system.

The settlers organized an election to create the Ochoco Irrigation District (OID) in 1916. The immediate goal of the District was to build the reservoir and canal system recommended in the report.

During the period 1918 to 1921, Ochoco Dam and canal were under construction. Ochoco Dam is unique in that it is a zoned-earth fill structure that was built by hydraulic fill methods. This means that the fill material was transported and placed by a system of flumes, using water to move the fill material. The District office took pictures during construction, and they are available in the District office for viewing.

Originally, the total irrigable land within the District was 22,000 acres. However, the District had financial troubles in the early years of the project due to the drought and the depression. As a result, the Reconstruction Finance Corporation refinanced the project, and by order of the State Engineer, the acreage was reduced to 8,500 acres.

In 1947, Ochoco Dam was considered not safe, and the District entered into a contract with the Bureau of Reclamation (BOR) to rehabilitate the dam. This work was done in 1949 and 1950.

The full capacity of Ochoco Reservoir is 44,330 acre-feet. However, this amount of water was, in some years, not sufficient to irrigate all the lands within the project. Starting in the middle 1950's Mr. LaSelle Coles, District Manager at the time, along with local farmers, the BOR, and legislators, began to pursue construction of the Crooked River Project. As a result of these efforts, and countless hours by Mr. Coles, construction on Arthur Bowman Dam was completed in 1961 by the BOR. Operation of the reservoir was turned over to the District in 1962.

Bowman Dam currently has a total capacity of 148,633 acre feet, with 60,000 acre feet of space available for flood control during the winter and spring. This additional amount of water allows the district to serve 20,062 acres and 856 users.

In 1967 the Crooked River Extension Project was started. This project allowed the District to deliver water to lands lying above the District main canals. Several pumping plants and laterals were constructed by the District to deliver water to these new lands.

By 1978 the additional lands were all developed. The State mapped all of the irrigated lands and issued the District's water right certificate in 1987.

Changes in land use and irrigation methods have made the 1987 map out of date. The District undertook a re-mapping of water use in 2002. This mapping was required under House Bill 3111 to determine the extent of “beneficial use” of water on the project. With completion of the maps showing the location of the lands receiving water rights, the State Water Resources Department issued a “new” certificate of water rights to the district in 2006.

**MANAGEMENT:** The District is controlled and operated by a board of three directors. The directors are elected by the district landowners for a term of three (3) years. The Board of Directors then employs such agents as it feels is required to manage the affairs of the District. The responsibility for the routine management of the District rests with the manager.

**BOARD MEETINGS:** The Ochoco Irrigation District Board of Directors meets monthly throughout the year. Meetings are held in the boardroom at the OID office on the third Tuesday of each month at 1:30 p.m. Users who would like to attend a board meeting are always welcome. All meetings of the board are open to the public except as provided in ORS 192.610 through 192.710.

**OFFICE HOURS AND EMERGENCIES:** The District office is open from 8:00 a.m. to 12:00 noon and 1:00 to 5:00 p.m. Monday through Friday. During the irrigation season, shop personnel may be available at 7:30 a.m. Water orders may be left on the telephone answering system during non-office hours. The office phone is 447-6449, and the mailing address is 1001 NW Deer Street, Prineville, Oregon, 97754.

**ELECTIONS:** Due to the fact that the Board of Directors' terms are staggered, there will be an election held the second Tuesday in November each year for the purpose of filling the position being vacated at the beginning of the following year. If you wish to run for director, you must submit a petition in advance of the election. Please contact the District office at least 30 days prior to the election date for further information about what procedure to follow. Voter qualifications, director qualifications, and the procedure for nominating and electing directors shall be as provided in ORS Chapter 545 as it may be amended from time to time.

**PROBLEM RESOLUTION:** Any water user who would like to discuss a problem with the Board of Directors should first discuss the problem with the ditch rider, foreman or manager. If the problem is not resolved, the user should arrange to present the problem to the Board of Directors at the next scheduled Board meeting. This process is intended to improve efficiency in responding to water user problems. Once the water user is on the Board meeting agenda, the manager can provide background information for the Board members, to help resolve problems in an expeditious manner.

**ASSESSMENTS:**

The annual assessment is in four parts.

- a. **Account Fee:** Each individual ownership within the district has an annual account fee on the District's assessment roll. This fee is subject to change at the discretion of the Board of Directors.

- b. **Operation and Maintenance: (O & M)** This fee is an annual “per acre” assessment. Monies received from this charge are used for the daily operating expenses of the district, such as fuel, utilities, operating equipment, insurance, etc. This charge is also subject to change at the discretion of the Board of Directors.
  
- c. **Construction:** Income from this source is not available to the District for O & M. This is dedicated money used for the purpose of repaying the Federal Government. These obligations were incurred during the Ochocho Dam Rehabilitation’s of 1948 and 1995 & 1996, by the Bureau of Reclamation, and early in the 1960’s when the Crooked River Project and Bowman Dam were built. This charge is not subject to change by the Board of Directors.
  
- d. **10 Acre Fee:** This charge is applied to acreage of 10 acres or less by the Bureau of Reclamation through the District’s Safety of Dams Contract. This charge is not subject to change by the Board of Directors.

The District uses a split payment billing system. Charges are due and payable as follows:

- First half due April 1
- Second half due July 1

The District Policy and repayment contract with the U.S. Bureau of Reclamation, require that the payment schedules are met before water is delivered.

Any charges not paid in full when due shall earn interest at the statutory rate of 1.33 percent per month. A late payment notice fee of \$30.00 shall be added to the delinquent charge for each notice sent. After December 1<sup>st</sup>, a Notice of Claim of Lien with incurred fees shall be placed upon all delinquent accounts and turned over to the District's attorney for foreclosure as provided by law.

Each fractional acre is billed as one acre.

**WHO PAYS THE ASSESSMENT:** All charges and fees are charged against the land to which the water right is appurtenant. All charges and fees are billed on the basis of ownership, and are pro-rated accordingly. Bills are due and payable whether or not the water is actually delivered or used.

Ultimately, the landowner is responsible for payment of the assessments. If the land is sold, the responsibility shifts to the new owner. It is the responsibility of the previous owner or his agent to notify the new landowner of this responsibility and to notify the district when such a change takes place.

When land is leased to and/or operated by someone other than the landowner, it is the responsibility of the landowner to notify the District office of this arrangement. The operator's name and their assessment responsibilities are needed for record keeping and billing. If the operator has been given the option to pay the assessments, and fails to do so it shall be understood that the ultimate responsibility for payment is that of the landowner.

**EXAMINATION OF DISTRICT RECORDS:** District records are available in accordance with Oregon State Privacy Act. Any person or persons wishing to see the records must submit a list of particular items or information he or she would like to see, and set an appointment with the District Manager, so he can be present. The appointment must be during regular business hours and no records may be taken from the office. The public is allowed to inspect and copy the non-exempt public records of the district so long as the person making the request reimburses Ochoco Irrigation District for the actual cost in making such records available. Included in the actual cost of making such records available is a charge for the time spent by staff in locating the requested records and in supervising a person's inspection of original documents in order to protect the records. The District Manager may delay responding to a request in order to consult with legal counsel as the Manager believes necessary.

**AUDIT:** The financial records of the District are audited each year by a qualified CPA firm. The audit report is filed with the Secretary of State and the Bureau of Reclamation. A copy is also on file at the District office.

**FEES:** Revenues for paying District operations and maintenance costs are generated by annual administrative and assessment charges paid by District patrons. Growth, land use changes, urbanization of lands within District boundaries, insurance, fuel, and materials costs are increasing the District operations and maintenance costs.

The type and amount of staff work is increasing due to reviews of land use applications, subdivision plat maps, construction plans and other engineering documents for proposed projects that involve irrigated lands within the District boundaries including infrastructures, easements, and rights-of-ways. In the past no fees have been assessed for District reviews; however, time and effort are required of District staff to conduct review. This time and effort takes away staff time from normal District responsibilities.

The District is in the process of developing and implementing administrative, assessment, maintenance and review fees. These fees will be payable to the District by developers or landowners (including public entities) in connection with proposed and constructed development projects and related facilities. Examples of special fees and assessments for District use include, but are not limited to the following:

- Developer fees for review of proposals, construction plans, subdivision plats, engineering calculations, and engineering documents.
- Canal/lateral crossing fees
- Fees for development along canals or laterals, or option to pipe the canal or lateral in accordance with District standards
- Fees for partitions and boundary line adjustments.

**WATER ORDERS AND DELIVERY:** All water deliveries or changes must be ordered through the office. This includes orders to turn the water **on** and to turn water **off**. There are no exceptions. Please learn your head gate numbers-contact your patrolman or call the office for your head gate numbers and use them when ordering water.

The patrolman will deliver all orders received by 4:30 p.m. the following morning. Orders cannot be taken after 4:30 p.m. because releases from the reservoirs will have been adjusted and activated to account for orders received prior to 4:30 p.m. The reason for this requirement is that our water is either pumped from the Crooked River or released from storage in the Ochoco Reservoir. The Manager, between 4:30 and 5:00 p.m. daily, figures any changes in the total orders. Changes in releases or pumps are made after 5:00 p.m. or early the following morning.

**PROCESS FOR ORDERING WATER:** The District has installed a telephone answering and recorder system for your convenience. This service will allow users to place orders 24 hours per day. These orders will be taken from the recorder and will be delivered according to the usual schedule.

When using the recorder, remember to speak clearly, stating: your name; whether water should be turned ON or turned OFF, the date the order is wanted; the amount of water needed in cubic feet per second (c.f.s.) or the number of sprinklers; the head gate number, or location; and the patrolman's name. The district staff is not readily familiar with the amount of water generally used by each of the 856 users in the District and relies on the users to identify their delivery needs when ordering water.

Patrolman cannot accept water orders on their ride. Orders placed in this manner may not be processed in the District office, resulting in no delivery, or change in delivery at the time it was needed. The water ordering procedure described above should be used for reliable deliveries and changes in deliveries.

Remember to order your water off when you are not using it. If you fail to do this, your account will be charged even though you may not be using the water. Do not try to “reserve” water by leaving your “on order” in effect even though you are done for a few days. This is necessary to conserve both water and pumping costs. Your water will become tail water at the end of the canal, which is measured daily, and any surplus will be taken out of the canal. Obviously, then, if you start your pump again, you will be shorting your fellow irrigator on the end of the canal.

**WATER RIGHTS:** A water right gives you permission and an obligation to beneficially irrigate a very specific area (generally measured in acres).

The District and the State keep very detailed records of what lands can be irrigated. Your water right also has a “duty of water” which is the maximum volume of water you can receive during the irrigation season. The duty is measured in “acre feet” and is stipulated by Oregon court decree. The duty is not guaranteed and the actual amount of water received during the irrigation season may vary from year to year depending on snow pack and natural stream flow. This water can only be applied to lands with a water right.

A water right remains valid as long as an irrigator beneficially uses the water at least one year out of every five years. Failure to beneficially use, may force the District to confiscate the water right or it will be forfeited to the State and lost from the District. Converting land to another use (road, parking lot, building, etc.) can also result in the forfeiture of a water right. Prior to converting land to another use, please see the water transfer section.

**BENEFICIAL USE OF WATER:** Water users within the District are supplied with water from Ochoco Reservoir, Prineville Reservoir, and many of the local streams and drains. Public waters can be used under a water right for beneficial uses without waste. Irrigation is one of several beneficial uses of water.

“Beneficial use” is the use of irrigation water to produce a crop, grass, or landscape areas. This means that the irrigation water will be used on land that has been designated for this purpose-irrigable land, not rock piles, driveways, roadways or under structures. Landscaped areas with lawns, shrub beds, or commercial crops such as shrubs, trees, or plants for resale are allowed. The land must be under production or cultivation to qualify as beneficial use. The placement of water on land not cleared, seeded or under some type of cultivation is not beneficial use. The use of irrigation water on anything that would grow naturally without the benefit of irrigation water is not beneficial use. The re-mapping process has identified the acres and locations of land upon which beneficial use of water has been made. The mapping work indicates that water delivered by the District has been used beneficially on 20,062 acres of irrigated land within the district boundaries.

The Oregon Revised Statutes contain specific requirements for beneficial use of water. Two statutes important to beneficial water use are described below.

Oregon Revised Statute (ORS) 540.610 (1) states that “beneficial shall be the basis, the measure, and the limit of all rights to the use of water in this state. Whenever the owner of a perfected and developed water right ceases or fails to use the water appropriated for a period of five successive years, the right to use shall cease, and the failure to use shall be conclusively presumed to be an abandonment of water right. Thereafter, the water which was the subject of use under such water right shall revert to the public and become again the subject of appropriation in the manner provided by law, subject to existing priorities”

Based on Oregon Revised Statute (ORS) 540.572 (2), “if a water user of a district has not made beneficial use of the water to which the user is entitled for a period of four successive years, the district shall advise the user and any security interest holder of record that if the user does not use the water for a fifth successive year, the district may petition the Oregon Water Resources Commission for a transfer of the water right under ORS 540.572”.

In summary, if water under a water right is not used at least once during five successive years, the water right is subject to forfeiture. In other words, the right to use irrigation water could be lost. If a water user in the District has not made beneficial use of his water at least once in four successive year, the District will notify the user that the water needs to be put to beneficial use before the fifth successive year ends.

If the user fails to complete a transfer with the Water Resources Department under OAR Chapter 690 and does not use the water for a fifth successive year, the district may petition for approval of a change in the place of use of the water pursuant to ORS 540.572 to 540.578 and these rules.

**TRANSFER OF WATER RIGHTS:** A transfer requires an application to the State of Oregon’s Water Resource Department (OWRD), and must be filed in conjunction with the District. A fee is required to process the transfer.

If your landmass is five acres or more, you will be required to “map” the water right “on” or “off” of your property. If you are purchasing a water right, you will also be required to have your land prepared to receive the water at the time the transfer is processed. Oregon State Law requires that lands with a new water right be irrigated in the specific areas mapped within the first year of the transfer, and at least one-year out of every five years thereafter. If your water rights are mapped, you can only use the water on the specified areas.

If you want to modify the location of the water, you will be required to file a transfer with OWRD, through OID. Failure to beneficially use the water right may result in forfeiture of the water right. A water right remains valid as long as an irrigator beneficially uses the full water right at least one out of every five years, regardless of changes in ownership.

**NEW DELIVERIES AND TRANSFERS:**

All new deliveries must be approved by the district, and will consist of lockable head gates, weirs, pumping boxes, etc. The cost of these installations will be borne by the user. In the case of subdivisions and partitions, the developer assumes the responsibility for continued delivery of water to all land covered by a water right. The district will not sign subdivision plats until the water is transferred off the development or plans for continued delivery of water has been approved.

If during the course of subdivision or partitions, homes, barns, feed lots, equipment sheds, etc., are to be constructed on lands covered by a water right, these rights must first be transferred to other lands. No new ground may be irrigated without the benefit of a formal transfer “in place of use”. There is a statutory fee required by the State Water Resources Department, and a similar one required by Ochoco Irrigation District to accomplish a transfer. Applications for transfers must be approved by both the OID Board of Directors and the State Water Resources Department.

### **DISTRICT-AGENCY COORDINATION AND**

**REVIEW PROCESS:** Land development and urbanization can lead to encroachments on District easements and rights-of-way and impacts on District operations and maintenance responsibilities. A coordination, review, comment, and approval process and/or agreements will be maintained by the District with the City of Prineville, Crook County, and developers. This process is intended to provide notice for the district by the City or the County of a proposed land use application, subdivision plat, lot line adjustment, or other proposed change or construction within District boundaries. The process provides opportunity for the District to review, comment, and/or approve/disapprove, or take other actions on proposals that have potential impact on District infrastructures, operation and maintenance responsibilities, and easements/rights-of-ways.

### **ADDITIONAL WATER TRANSMISSION**

**FACILITIES:** Any person who sells, contracts to sell, leases, or purchases any part of an existing piece of land is also responsible to provide right-of-ways or easements, water transmission facilities or delivery measurement facilities that may be required for beneficial use of water on the affected land. All costs for these items are the responsibility of the landowner.

**TAIL WATER AND WASTE:** You should only use the water that you need. If you irrigate to the point that water “runs off” of your property, onto a neighbor’s parcel, that is called tail water. By Oregon Statue, tail water is the responsibility of the person whose land it runs off, and is not necessarily welcomed by the receiving parcel owner. Tail water may also be considered a waste of water and may subject your water right to examination by the District, or by OWRD.

The District is becoming more developed and the parcel sizes are becoming smaller. This creates situations where a neighbor may not desire tail water as in years past. Please be conscious of your responsibilities with managing your water rights properly.

There are occasions where tail water run off flows into natural drains which may run through your property. These drains need to remain open as they serve a vital purpose. Any alteration may cause you or your neighbor unexpected consequences.

**WATER STORAGE AND DELIVERY SYSTEM:** Water for District water rights is stored during the winter and spring in the Ochoco and Prineville Reservoirs. In a wet year, water may be available in quantities sufficient for full irrigation. In dry years, water may be available in limited quantities, sufficient only for partial irrigation. Irrigation water is released from the reservoirs into Ochoco Canal, Ochoco Creek, and the Crooked River during the irrigation season. Water diversions are operated and maintained by the District, with direct flows from the streams into the District's main canals. The diversions include weirs for gravity flow and pump stations to lift the water.

Water is distributed in the District by laterals, which carry water from the main canals. Water is carried from laterals to irrigation areas by ditches. In some cases the laterals and ditches have been replaced by buried pipelines for increased efficiency in water conveyance.

The main canals, laterals, ditches, pipeline sections, and pump stations comprise the District water delivery system. The water distribution system is constructed in easements and rights of ways for District access to operate and maintain the system. Easements and rights of way include those established by the Bureau of Reclamation, which are under Federal control.

Easements and rights of ways are on both sides of canals or in some cases only on one side. Roads are located in the easement or right of way for use by the district to patrol the canals or laterals for operation and maintenance purposes. The easements, rights of ways, and roads must be open, unblocked, and accessible to district personnel at all times.

**SEASONAL WATER AVAILABILITY:** Every year at the beginning of the irrigation season, the District Board of Directors will determine the water delivery rate in acre feet for that year. The delivery rate is the total amount of water that the District will deliver per acre of irrigated land for the year. This decision is based on climate conditions and effects on stream flows and reservoir storage. In a normal year the deliver rate is set at 3.00-acre feet per acre of irrigated land. Sometimes, depending on climate conditions and water availability, the delivery rate can be set at a maximum of 4.00-acre feet per acre, or it can be set at rates below 3.00-acre feet per acre. The District will do what it can within its means to deliver the amount of water requested by a water user, subject to limitations on water availability and other potential constraints.

**IRRIGATION SEASON:** The normal irrigation season is from April 15<sup>th</sup> to October 15<sup>th</sup> of each year. However, the Board reserves the right to lengthen or shorten the season if the weather or water supplies justify a season change.

**PATROLMAN DUTY HOURS:** Patrolmen patrol the distribution system and help manage water delivery to water users. Patrolmen are required to be on call 24 hours a day, 7 days a week, during the irrigation season. They are entitled to regular hours to allow for personal activities. It is requested that they not be contacted after 5:00 p.m. or before 6:30 a.m. unless there is an emergency. **Place all orders through the office.**

**HOLIDAYS:** The patrolman will work Monday through Saturday regardless of holidays, during irrigation season.

**SUNDAYS:** There will be no water changes made on Sunday.

**SERVICE CALLS:** The District is responsible for delivery of water to the point at which water users take control of the water and put it to beneficial irrigation use. This point of control by the water users is usually at the weir, head gate or property line. Beyond this point, the water users are responsible for their water delivery and irrigation systems, and maintenance of their systems for proper operation and use of the water in a beneficial manner. The District cannot respond to service calls by water users to help them repair or maintain systems, prime pumps, clean clogged suction screens or remedy other operation problems.

**CANAL DELIVERY:** Water delivered from the canal system to a water user shall be measured once a day and charged to the user's account on a 24 hour basis. Once water is released from the storage reservoirs (Ochoco and Prineville Reservoirs) it cannot be returned to the reservoirs and it must be accounted for if it is not used.

**DELIVERY AND RESPONSIBILITY FOR WATER:**

The District is responsible for delivery of water to diversion points, weirs or meters of District water users. The District will operate and maintain the delivery system to supply water in reasonable amounts to its water users, subject to climatic and other potential constraints including possible flow variations or interruptions beyond District control. It is the responsibility of District water users to efficiently use the water for beneficial purposes, without waste and to maintain validity of the water right by its use. A water user must provide and maintain an interior delivery system below the point of delivery adequate to make beneficial use of the water. If the interior system is not adequate and result in a waste of water, management may refuse delivery until a change has been accomplished to correct the deficiency.

The District's responsibility for water delivery ends at the weir or head gate. At this point, control of the water is turned over to the water users and the water then becomes the responsibility of the water user. The District will do all it can within its means to deliver a continuous supply of water to its water users. However, since most of the water flows through many miles of open canals, laterals and ditches subject to blowing weeds and trash, loss by gopher damage, or other factors beyond District control, continuous uninterrupted delivery flows cannot be guaranteed by the District or its agents. Consequently, any damage to equipment or crops caused by fluctuating water levels or water quality changes are to be borne by the water users and not by the District.

**RIGHTS OF WAY & EASEMENTS:** Rights of way and easements are lawful rights of ways of the District, to use land owned by others, within the designated rights of way or easement, for District operation and maintenance of water delivery facilities. Rights of way and easements were established for the District by the Canal Act of the 1890's. Many of the rights of way and easements were established by the Bureau of Reclamation and are under Federal control. Rights of way and easements include, but are not necessarily limited to canals, laterals, ditches, piped conveyance reaches, pump stations, diversions and access roads that vary in width throughout the District.

District and Federal rights of way and easements do not grant rights of way and easement use to the general public. Entering upon District rights of way and easements is trespassing on private property.

The District relies on these rights of way and easements for operation and maintenance responsibilities and the District will maintain rights of way and easements in a clear and unobstructed condition.

**ENCROACHMENT:** Encroachment means construction, development or other action by land owners that advances into the lawfully designated rights of way or easement of the District. Encroachments can interfere with District operations and maintenance activities. The District must have full and ready access to its rights of way and easements on both sides of a canal to operate and maintain the canal and lateral system. These rights of way and easements vary in width from canal to canal and from location to location, but in no case are they less than what is necessary to allow access by normal construction equipment. All encroachments run the risk of being damaged or removed during routine maintenance by District or contract crews. The District may remove the same at the landowner's cost.

## **CONTROL OF DISTRICT FACILITIES AND**

**STRUCTURES:** All head gates and other control devices will be operated only by District employees. Any person who interferes in any way with the setting or adjustments of gates and checks shall be held strictly liable for any damage resulting from such interference. The District will lock all head gates to protect both the District and the water users.

## **WATER CONVEYANCE AND DELIVERY**

**INFRASTRUCTURE:** District infrastructure was designed to deliver irrigation water in an efficient manner. The District needs to maintain the integrity of the infrastructure for this purpose.

District infrastructure and operations can be adversely impacted by relatively minor activities of water users and more significant activities of land developers. The District must be aware of such activities and must approve any activity inside a District right of way or easement that can interfere with District operations to maintain the infrastructure system.

District canals, laterals and ditches in areas proposed for land use changes and/or development shall be piped, lined or otherwise adapted in accordance with District standards to protect water delivery capability of the District. This includes easements and rights of ways. District standards are presented in the District's Developer Handbook.

Review of engineering details, construction drawings and specifications for proposed crossings, pipelines, liners, etc. generally requires engineering expertise beyond that of normal District staff. The District has discretion to contract with a qualified professional engineer to conduct reviews for the District and advise staff accordingly.

**SUBDIVISIONS AND PARTITIONS:** The District shall approve applications for subdivisions and for major and minor land partitions within the district boundaries only upon the following terms, including but not limited to:

- a. All water rights and rights of way for district waterways upon the applicant's property must be accurately drawn and labeled upon the partition map or subdivision plat.
- b. An easement for purpose of water transmission and maintenance shall first be conveyed to Ochocho Irrigation District for all district main canals, secondary canals, and laterals, then located on the property.
- c. When district water is indicated to partitioned or platted parcels, an easement for water delivery and maintenance shall be provided and platted by the applicant for each parcel or lot which is to receive irrigation water and for any land outside of the partitioned or platted parcels for the continued delivery of water.
- d. The district shall require the applicant to place in pipe or concrete lining, and at the applicant's cost, and to the specification of the district management, sections of the district waterway where the water level is higher than the adjoining land.
- e. Sections of district waterway in a partition or subdivision where the median lot size is less than five(5) acres shall at the applicant's cost either be placed in pipe or the easement fenced, to district specifications at the option of the district.

- f. In reference to each application, the district shall specify on the county plat or partition map one point of delivery beyond which the district shall assume no responsibility to measure or deliver water.
- g. All crossings of district easements or waterways shall meet district specifications and at the applicant's cost.
- h. A plan, approved by district arrangement, for delivery of irrigation water to all lands in the subdivision or partition which will have water rights appurtenant to them must be provided by the applicant and developed to district's standards at the owner's expense prior to delivery into a subdivision.
- i. The district may impose such other reasonable conditions as in the judgment of the Board are advisable for the benefit of the district and to its water users, or may allow exceptions as the Board, at its sole discretion, may determine.
- j. District management has authority to approve all applications for minor and major partitions in accordance with these rules and regulations. The Board shall ratify those approvals at a subsequent meeting. The Board of Directors must approve all subdivision plats in accordance with these rules and regulations.

**SAFETY:** High Voltage electrical gear and inviting, cool, clear water are two of the major safety hazards in the District. The District will continue to emphasize these hazards through a safety program for District employees and for the public as well. **STAY AWAY FROM THESE DANGER SPOTS!**

## **DISCHARGES INTO DISTRICT CANALS,**

**LATERALS AND DITCHES:** Discharges, including storm water, into District canals, laterals, and ditches conflicts with the intended use of these facilities for distribution of irrigation water and District and Bureau of Reclamation policy. Discharges into District facilities can also lead to water quality issues and related impacts to the District and its patrons.

The District prohibits unauthorized discharges other than irrigation water into any of the conveyance facilities to avoid conflicts with their intended use and related federal contract restrictions.

**FENCES:** Property owners shall construct their fences parallel to the canal and off District or BOR easements. Fences or other structures will not cross the District or Federal rights of way or easement without Board approval. Conformance with these rules provides ready access by District or contract crews for operations and maintenance work and reduces livestock damage to canal banks.

**GATES:** Once approved by the OID Board, all gates must be constructed of 16 gauge (minimum) tubular steel. Gates must be attached to steel posts and set in concrete. The minimum Gate length of 14 feet is required, and in some areas longer lengths may be required. Gates must swing freely and latch easily. Installation and maintenance of the gate is the responsibility of the landowner. Landowners not conforming to this rule must leave gates open the entire irrigation season.

**LIVESTOCK:** The District water rights are for irrigation, not stock water, and landowners who allow livestock damage to canal banks will be billed for the cost of repairs.

**BRIDGES:** With very few exceptions, all the bridges in the District belong to the property owner. There are a few bridges that the District will maintain for access purposes; all others will be maintained by owners.

All new bridges must be approved by the District before construction begins. The Bureau of Reclamation and the Core of Engineers make regular inspections of bridges for safety. In the event of deterioration or collapse of any bridge, it will be removed by the owner.

**CROSSINGS:** A crossing agreement is required for any underground, surface, or overhead crossing of a OID facility. Contact the District to acquire a crossing permit prior to any work being done. Information required for crossings may be obtained by contacting the District office.

**IT IS UNLAWFUL:** It is unlawful for any person to maliciously or wantonly cut, breakdown, injure, destroy, or remove any ditch, canal, trench, pipe, reservoir road or other property owned or operated by the District.

It is unlawful for any person to draw off or use any portion of the water flowing through or contained in any lateral, canal, pipe, dam or reservoir owner or operated by the District for land without a certificated water right.

It is unlawful for any person to dump sewage, animal matter, yard debris or other refuse including all containers, either empty or full, and specifically those that hold or did hold chemicals or other materials that will contaminate water, into the District water distribution system.

The following acts are state criminal offenses:

- a. To open, close, change or interfere with a district headgate or weir (ORS 540.710);

- b. To pollute or impair the quality of water in a district waterway (ORS 164.785);
- c. To permit water to discharge onto a county road or highway (ORS 368.256).

**POLLUTION:** Landholders shall under no circumstances locate any septic tanks, drain fields, or other facilities (such as feed lots) for the disposal of sewage or waste water either on the rights of ways of the District or in such a manner as to risk contamination of the water in the district's ditches. In any event, such facilities must be constructed and located according to the laws and regulations of the State of Oregon in any appropriate political subdivision thereof.

**REPAIRS:** Any person or persons who shall cause either accidental or malicious damage to any facility or property belonging to or being operated by the District shall be responsible and shall pay for any and all needed repairs of such facility or property to rectify said damage.

**INDUSTRIAL HEMP:** The District has adopted a policy to establish a uniform standard for patrons that desire to use district delivered water to irrigate industrial hemp crops in conformity with state and federal laws. Prior to delivery of District water to a patron growing or cultivating hemp, the patron must provide a copy of their current, valid industrial hemp grower registration to the District office.

**WATER QUALITY:** Since irrigation water is delivered from open reservoirs, through miles of open canal and river channels, it is not possible to keep debris from getting into head gates and pump suction. All screening devices are to be maintained by the owner.

From time to time during the summer months, OID will introduce into the canals and laterals such approved herbicides and pesticides as necessary for the control of aquatic and noxious weeds along rights of way, applied according to State and Federal Law.

## GLOSSARY

**Acre:** A measurement of land about 43,560 square feet or 208' x 208'.

**Acre foot:** Volume of water. The amount of water it takes to cover an acre of land one foot deep. This equals 0.504 cubic feet per second for 24 hours.

**Amendment:** These rules and regulations may be amended only upon written motion of a director. A majority of the board must vote in favor of the written motion to amend at two successive regular meetings, whereupon the amendment becomes immediately effective.

**Appurtenant:** Belonging to. Water rights can be appurtenant to a specific piece of land. The District is required to keep a record of appurtenant water rights.

**Water Rights:** The requirement of a water user to have an area of irrigation equivalent to the size of his/her water rights. For example, 1.0 acres of water rights = 1.0 acres of area being watered.

**Head gate:** A valve comprised of a plate, which slides over an opening and controls the amount of water being diverted. Head gates can be adjusted and locked. Head gates come in several different styles.

**Summer Irrigation Flows:** This is the average irrigation flow between April 15<sup>th</sup> and October 16<sup>th</sup>.

**Weir:** There are many types of weirs. They may be a blade across a canal or river or a slot through which water flows but they all measure water.

## MISCELLANEOUS CONVERSION

1 Cubic foot per second (C.F.S) = 7.48 gallons

1 Acre foot (A.F.) = 325,950 gallons

1 Acre foot = 0.504 c.f.s. for 24 hours

1 Cubic foot per second = 1.9835 Acre feet in 24 hours

1 c.f.s. = 448.8 gallons per minute (g.p.m.)

1 gallon per minute (g.p.m.) = 1,440 gallons per day

1 gallon water = 8.34 lbs.

1 cubic foot per second (c.f.s.) water = 62.4 lbs.

1 pound per square inch (p.s.i) = 2.31 feet of head

1 foot of head = 0.433 p.s.i.

1 acre = 43,560 square feet

1 square mile = 640 acres

## **CUBIC FEET PER SECOND –SPRINKLER CHART**

### **# OF 5 GALLON SPRINKLERS    AMOUNT TO ORDER**

<b>1-4</b>	<b>.05</b>
<b>5-9</b>	<b>.10</b>
<b>10-13</b>	<b>.15</b>
<b>14-18</b>	<b>.20</b>
<b>19-22</b>	<b>.25</b>
<b>23-27</b>	<b>.30</b>
<b>28-31</b>	<b>.35</b>
<b>32-36</b>	<b>.40</b>
<b>37-40</b>	<b>.45</b>
<b>41-45</b>	<b>.50</b>
<b>46-49</b>	<b>.55</b>
<b>50-54</b>	<b>.60</b>
<b>55-58</b>	<b>.65</b>
<b>59-63</b>	<b>.70</b>
<b>64-67</b>	<b>.75</b>
<b>68-72</b>	<b>.80</b>
<b>73-76</b>	<b>.85</b>
<b>77-81</b>	<b>.90</b>
<b>82-85</b>	<b>.95</b>
<b>86-90</b>	<b>1.00</b>